



Shri Amarnathji Yatra-2014

Sr. No.....

DETAILED NOTICE INVITING TENDER (DNIT)

for

Renting and Housekeeping Operations of SASB Prefab Huts (Yatra-2014)

This document contains:

- I. Abridged Notice Inviting Tender
- II. Instruction to Bidders
- III. Terms and Conditions of Contract
- IV. Schedule A (Bid Format)
- V. Schedule B (Format for background of Travel/
Housekeeping Firm)

Cost of DNIT: Rs. 100 (Rupees one hundred only)

Shri Amarnathji Shrine Board

**Chaitanya Ashram, Talab Tillo, Jammu
Ph. 0191-2555662, Fax 0191-2503399**



I. Abridged Notice Inviting Tender

For and on behalf of the Chairman, Shri Amarnathji Shrine Board, sealed Bids are invited from individuals / agencies for the **Renting and Housekeeping Operations of Prefab Huts** of the Shri Amarnathji Shrine Board (SASB) for the duration of 2014 Yatra. The Bids should reach this office by or before 6th January, 2014 up to 1400 hours.

The Tender documents (NIT) containing detailed Terms and Conditions and Tender Forms can be obtained from the Chaitanya Ashram, Jammu, against cash payment of Rs.100/- (Non-transferable and non-refundable) on any working day or can be downloaded from Shrine Board's Official Website: www.shriamarnathjishrine.com, in which case the Tender fee of Rs.100/- will have to be paid in the shape of a Demand Draft in favour of Shri Amarnathji Shrine Board, payable at Jammu, along with the sealed Bid.

For further details please refer the DNIT.

NIT No: SASB/NIT/2013/04

Date: 04.12.2013

**Addl. Chief Executive Officer
Shri Amarnathji Shrine Board**

II. Instructions to Bidders

- a) Shri Amarnathji Shrine Board (SASB) proposes to outsource the below mentioned number of **huts/ rooms** for each sector (indicative).

#	Sector	Location	Number of Huts / rooms*
1.	Baltal	Baltal	60 rooms with 240 beds in 30 double room huts
2.	Nunwan	Nunwan Sheshnag Panjtarni	10 rooms with 80 beds in 10 single room huts 05 rooms with 40 beds in 5 single room huts 05 rooms with 40 beds in 5 single room huts

*tentative, subject to availability before the commencement of Yatra; the huts may be handed over just prior to the commencement of the Yatra 2014.

- b) The Detailed Notice Inviting Tender (DNIT) can be obtained from the Office of Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu against cash payment of Rs. 100/- **on any working day from 9.30 AM to 5.00 PM upto 4th January, 2014** or the same can be downloaded from Board's website www.shriamarnathjishrine.com in which case the cost of the DNIT (Rs. 100) has to be paid in the shape of demand draft alongwith the bid.
- c) The bid, accompanied with the Demand Draft of the requisite amount (Rs. 2,00,000 for Baltal Sector and Rs. 50,000 for Nunwan Sector) as Security Deposit, payable to Shri Amarnathji Shrine Board, along with details of payment of cost of DNIT, should reach the Chief Accounts Officer, Shri Amarnathji Shrine Board, Chaitanya Ashram, Talab Tillo, Jammu, or be dropped in the Tender Box marked '**Tenders for Renting and Housekeeping Operations for Yatra 2014**' kept in his office chamber **latest by 1400 hours, 6th January, 2014.** The envelope containing the Bid should be sealed and super-scribed: "**Tender for Renting and Housekeeping Operations of Prefab Huts, Yatra – 2014, NIT No SASB/NIT/2013/04 & Date 04.12.2013**".
- d) The Bidder will indicate in the Bid its Policy regarding the cancellation of bookings.
- e) Separate Bids complete in all respects will have to be submitted for each sector. The Bidders should quote, separately, as lump-sum amount, royalty offered for each sector. The huts will be outsourced separately, sector-wise, to the successful Bidder for each sector.
- f) **The Bids will be opened at 1500 hours on 6th January, 2014** or any other day in the room of Additional Chief Executive Officer, Chaitanya Ashram, Talab Tillo, Jammu in the presence of the Bidders who may choose to remain present on the occasion.
- g) A firm can submit only one Bid for one sector. If a firm submits more than one Bid for one sector, the firm shall stand disqualified from the Bidding process.
- h) All entries in the Bid should be legible and filled in clearly typed or written in ink. Bids written with pencil would not be considered. Each paper of the Bid shall be completed in all respects and duly signed and stamped by an authorized and empowered representative of the Bidder. No overwriting or cutting is permitted. The Bidder shall not make or cause any alteration, erasure or obliteration to the text of the Bid. If any corrections have been made, the same shall be neatly done and properly signed by Bidder, without which the Bid shall not be accepted. Bids incomplete in any form or conditional Bids will be rejected.

- i) The Bid amount should be written both in figures as well as in words. In case of any inconsistency, the amount written in words will be considered.
- j) Incomplete Bids, or Bids not accompanied with required Tender Fee and Security Deposit or received (by the Shrine Board) after the prescribed deadline for submission of Bids shall not be considered.
- k) **The Bid shall remain valid and open for acceptance for a period of 120 days from the last date of receipt of Bid i.e., till 6th May, 2014.**
- l) The Security Deposit shall stand forfeited if the Bidder withdraws his Bid during the period of Bid validity or if any information or document furnished by the Bidder turns out to be misleading or untrue in any material facts.
- m) The Security Deposit of the successful Bidder shall be forfeited if he fails to: (i) to deposit Royalty mentioned in the Letter of Award (LoA) within 10 days from the issue of LoA in his favour; and (ii) sign the Agreement (as per the Terms and Conditions mentioned in the DNIT) with CEO, SASB or his authorized representative within 15 days from the issue of LoA. Simultaneously with the completion of bidding process the original Security Deposit shall be returned to the unsuccessful bidder.
- n) The purpose of this DNIT is to provide the Bidder with information to assist the formulation of the proposal. This DNIT does not purport to contain all information each Bidder may require.
- o) The Bidder should conduct its own investigations and analysis about the General Physical condition of prefab structures (certain huts are tilted due to settlement of ground) available at Baltal, Nunwan and other Camp sites as these prefab structures are in use for many years and should check the accuracy, reliability and completeness of the information in this DNIT and where necessary obtain independent advise from appropriate sources. SASB shall make no warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the DNIT.
- p) The Bidder is advised to its own interest, to visit the site of operation or obtain information about the site on its own before submitting the Bid.
- q) SASB may, in their absolute discretion, but without any obligation to do so, update, amend or supplement the information in this DNIT.
- r) The Bidder shall bear all costs associated with the preparation and submission of his Bid and the SASB shall, under no circumstances, be responsible for those costs, regardless of the outcome of the further proceedings to select successful Bidder.
- s) It would be deemed that by submitting the Bid, the Bidder has made complete examination of the DNIT, received all information requested from SASB and made complete examination of the various aspects of the scope of work.
- t) Canvassing in connection with Bids in any form is strictly prohibited, and if resorted to, will render the Bidder disqualified and the security deposit shall stand forfeited.
- u) To facilitate evaluation of Bid, CEO/ Addl. CEO, SASB may, at its sole discretion, seek clarification in writing from any Bidder regarding the bid. The request for

such clarification or substantiation and the response shall be in writing or by facsimile or email. No material change in the substance of the Bid would be permitted by way of such clarification/ substantiation, however it shall not be constitute as acceptance of Bid or any of the Terms & Conditions. CEO/ Addl. CEO, SASB may also call the Bidders for negotiating the royalty amount offered or any other Terms and Conditions of Agreement.

- v) Any contact with the Press about any matter connected with the current Bidding process may lead to disqualification of the Bidder.
- w) The CEO, SASB may, at its discretion, extend the deadline for submission of Bids in which case all rights and obligations of the Shrine Board and Bidder will be the same. The CEO, SASB is not bound to accept the highest or any Bid and may, at any time, by notice in writing to the Bidders, terminate the Bidding process. The CEO, SASB reserves the right to reject all or any Bid in whole, or in part, without assigning any reason. Any enquiry after the submission of Bid will not be entertained.

III. Terms and Conditions of Contract

1. CEO/ Addl. CEO/ CAO, SASB will communicate the successful Bidder [herein after called Agency] about the acceptance of Bid at the given address through such means as possible i.e letter facsimile, e-mail, Telephone etc and prescribe the royalty which the successful Bidder shall pay to SASB for undertaking the work of Renting and Housekeeping Operations of Prefab Huts of the Shri Amarnathji Shrine Board during the Shri Amarnathji Yatra-2014 The exact date of commencement of the Yatra will be notified by February 2014. The Yatra usually commences in the last week of June and conclude on the date on which Raksha Bandhan falls.
2. **The Agency shall have to deposit the full royalty amount within 10 days of the issue of Letter of Award** in his favour, failing which, without any prior notice: (i) his Security Deposit shall be forfeited; (ii) the Letter of Award issued in his favour shall be withdrawn; and (iii) the work may be awarded to the next highest Bidder.
3. The Agency shall be executing an Agreement with CEO, SASB or his authorized representative for the "Renting and Housekeeping Operations of Prefab Huts of the Shri Amarnathji Shrine Board during the Shri Amarnathji Yatra-2014" **within 15 days from the issue of Letter of Award in its favour** and the non-compliance thereof shall be constitute the breach of Agreement.
4. The General Manager (Works) SASB or his authorized representative shall hand over the ***huts /rooms*** to the Agency / his representative hut-by-hut a week ahead of the commencement of the Yatra against proper receipt the acknowledgement of which would be a token of satisfaction about actual physical status of huts as per DNIT. The Agency or his authorized representative shall also sign the inventory of the items taken over from the GM (Works) or his authorized representative room by room while taking over the Prefab huts. In case of reduction in number of Huts/ Rooms for any reason whatsoever the Agency will be given proportionate refund of royalty and the Agency shall not be entitled to any compensation/ damage from SASB whatsoever on this account.
5. The Shrine Board shall not be responsible for loss of revenue to the Agency in the event of suspension of Yatra-2014 on any day(s) due to inclement weather, local disputes, or because of less number of huts being made available by SASB or any other reason.

6. Simultaneously with the efflux of the period of Licence under the Agreement for the said purpose, the CEO, SASB shall be free to take over the actual / Physical possession of their rooms / Huts in case Agency fails to deliver / handover the same within 48 hours from the date of expiry of the term of Agreement. In the event of delay, in-compliance of this condition the Agency shall be liable to compensate the Board to the tune of Rs 10,000/- per day, without prejudice to the rights of the Board.
7. The allotment of rooms shall be done by the Agency on first come first serve basis only.
8. The Agency shall at all times ensure cleanliness of the rooms, bedding, and the attached toilets. The Agency shall be responsible for timely change and washing of Linens, bed-covers, pillow-covers every day and the cost of the same shall be borne by the Agency.
9. The following items shall be provided by the Agency in each of the rooms for use by the Yatris:
 - i) One Bed sheet for each bed
 - ii) One Pillow for each bed
 - iii) One Razai / Quilt for each bed
 - iv) One Cotton Mattress for each bed
 - v) 2 Jugs, 4 glasses for each room
 - vi) One Blanket for each bed
 - vii) One Bucket, One Mug, One Soap for each bathroom
 - viii) One Table and two Chairs for each room
 - ix) One dustbin for each room
10. The Agency will be responsible for segregation of bio-degradable and non-biodegradable waste. All non bio-degradable generated shall be collected and brought by the Agency to the nearest Base Camp and properly dumped at designated garbage collection site for further disposal.
11. The Agency shall under no circumstances, demand a tariff for the use of rooms, exceeding the rates prescribed as under:

#	Location	No. of rooms to be outsourced	Tariff per Hut per night (Rs.)
1.	Baltal Camp	60 Rooms with attached toilet & bath (4 bedded)	1200/- per room for a maximum of 24 hours. Additional Bed: Rs.300/- per bed
2.	Nunwan Camp	10 Rooms with attached toilet & bath (8 bedded)	1600/- per room for a maximum of 24 hours. Additional Bed: Rs.200/- per bed
3	Sheshnag	5 Room with attached toilet & bath (8 bedded)	2400/- per room for a maximum of 24 hours. Additional Bed: Rs.300/- per bed
4	Panjtarni	5 Room with attached bath (8 bedded)	2400/- per room for a maximum of 24 hours. Additional Bed: Rs.300/- per bed

12. Any voluntary reduction in tariff by the Agency due to market considerations will not have any impact on the royalty amount paid to the Shrine Board and the Agency would not be entitled to any proportionate refund from the Shrine Board on this account.

13. The huts will be provided to the registered Yatris only. The booking slips to be issued by the Agency to the Yatris must indicate the Serial No. and Registration No. of the Yatra Permit. The Agency shall also maintain full record of the Yatris in a proper register indicating the date, booking slip Serial No., Name of the Yatris, Yatra Permit No., time of stay in hours, Hut No., amount charged room-wise, remarks if any. The aforesaid record would be made available to the representatives of the Shrine Board, as and when demanded and handed over to Chief Accounts Officer, Shri Amarnathji Shrine Board after the conclusion of Yatra-2014. The authorized representative from the SASB will conduct surprise checks to ensure against any overcharging or any breach of the terms and conditions of the Agreement.
14. Advanced booking shall be permitted only for 50% of the rooms available at each Camp and the remaining rooms shall be available for spot booking at the respective Camps. Advance booking must commence from the day (to be intimated separately by the Shrine Board) for which the office address with telephone numbers and details of contact person of the Agency must be suitably advertised through print media and the Agency's website as soon as the contract is awarded to the Agency.
15. The Agency shall **provide at-least** one attendant for every four rooms for fetching Hot Water [to be charged separately by the Agency @ Rs 10/- per bucket containing 15 liters of hot water in case of Baltal / Nunwan Camps and Rs. 20/- per bucket (15 liters) in case of Sheshnag / Panjarni Camps] and for providing other necessities like tea, @ Rs 10/- per cup, as required by the occupants. ***The Agency shall ensure good conduct of its attendants deputed at the huts.***
16.
 - i) The Agency shall ensure installation of a suitable fire extinguisher at every room or a 50 liter Soda Acid fire extinguisher for a group of every 10 huts in each Camp, failing which a penalty of Rs. 5,000 will be imposed for each such instance of violation, in addition to any other penalty provided for violation of terms and conditions of the Agreement.
 - ii) Fine upto Rs. 2,500 per instance shall be imposed in case the Agency does not provide items as per scale prescribed under these 'Terms and Conditions'. This fine shall be in addition to any other penalty prescribed under these 'Terms and Conditions'.
17. The Agency shall arrange to provide the drinking water from the Shrine Board's water purifiers, at no cost to the Yatris, staying in the rooms.
18. The Agency shall make the standby temporary lighting arrangements viz., petromax, emergency lights etc, for the convenience of the Yatris. The Shrine Board shall not be responsible for making arrangements for alternate power supply in case of a power failure or low voltage conditions in the Camps.
19. The Agency shall at all times ensure cleanliness and hygienic conditions in and around the huts.
20. During the course of Agreement, if any of the Agency's personnel is found to be indulging in any mal practice, conduct inimical to the interest of the Yatra / Shrine Board, breach of Terms & Conditions of Agreement including any corrupt practice, CEO, SASB shall have the option of terminating the Agreement and make such alternate arrangements as same may deemed just in proper for smooth running of Shri Amarnathji Yatra.

21. In the event of any loss being caused to the Shrine Board as a result of any lapse on the part of the Agency or personnel engaged by him, duly established after an enquiry conducted by the CEO, SASB or his authorized representative the said loss will be recovered from the Agency upto twice the value of the loss. In such matters, the decision of CEO, SASB shall be final and binding on the Agency.
22. The CEO, SASB shall be at liberty to suspend the arrangement due to any *Force Majeure* conditions such as Government regulations, wars, Court Orders, accidents creating disturbed conditions, terrorist activity, strikes/ riots, civil commotion etc.
23. The Shrine Board (SASB) shall not be liable for any consequence arising out of any accident, incident, mishap, stoppage of work due to local dispute or any event relating to the Renting and Housekeeping Operations of the Agency, who shall be solely and exclusively liable for any injury, damage or liability of any kind arising out of their operations.
24. The Security Deposit will be released after the culmination of Yatra 2014 to the Agency, after deducting outstanding amount if any, recoverable from the security amount. The Security Deposit will be subject to forfeiture in case of violation of any of the terms and conditions of the Agreement besides imposition of fine upto Rs. 10,000 and such further action as CEO/ Addl. CEO, SASB may consider necessary under the given circumstances.
25. The CEO/ Addl. CEO, SASB shall be at liberty to cancel the Contract by giving three days notice, in case of violation of any condition of the Contract. However validity of this contract shall be from day of signing of the Agreement till the time SASB releases the Security Deposit of the Agency. CEO, SASB shall be at liberty to extend the Contract period by another year if necessary, which will be an absolute and unconditional discretion of the CEO, SASB.
26. All disputes and differences arising out of and relating to the Agreement, including interpretation of its Terms and Conditions and expression employed thereto shall be resolved through joint discussions between CEO, SASB, or his representative and the Contractor. However, in the event of disputes not being resolved by joint discussions, the matter will be referred to a sole Arbitrator only to be nominated by the Chairman, SASB (Hon'ble Governor, J&K), whose decision shall be final and binding on all the parties. The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceedings and currency of Agreement, the Agency shall not be entitled to suspend the service to which the dispute relates until CEO, SASB otherwise decides. The arbitration proceedings will be held at Srinagar/ Jammu only. The arbitration proceedings shall be governed by the provisions of the J&K Conciliation and Arbitration Act, 1997, as amended from time to time. The decision/ award of the arbitrator shall be binding upon both the parties. The Courts in Jammu and Kashmir will have the exclusive jurisdiction to try all disputes, if any, arising out of this Agreement between the parties

**Addl. Chief Executive Officer
Shri Amarnathji Shrine Board**

IV. SCHEDULE-A

BID FORMAT

Yatra 2014

The Bidders are required to invariably quote Royalty amount on lump-sum basis for each sector he is interested in bidding, both in figures and in words failing which their Bid is liable to be rejected

Tender Document Sr. No. _____

Sector (fill whichever is applicable)	Royalty (in figures)	Royalty (in words)
1. Baltal		
2. Nunwan, Sheshnag & Panjtarni		

Room Booking Cancellation Policy:

We also accept all conditions / provisions mentioned in the Detailed Notice Inviting Tender without any reservations.

In case we are issued Letter of Accord (LoA) to execute the work, we agree to pay the Royalty mentioned in the Letter of Award within 10 days from the date of the issue of LoA and shall also execute Agreement with CEO, SASB or his authorized representative with 15 days of the issue of LoA.

We also accept that we may be handed over fewer huts (including no huts at all/ at any/all the location) than those indicated in the DNIT and this handing over of huts may happen just prior to the commencement of Yatra 2014.

Signature _____
Name _____
Designation _____
Date _____

(Authorized Signatory)

V. SCHEDULE-B

FORMAT FOR BACKGROUND OF THE TRAVEL / HOUSEKEEPING FIRM

(Shri Amarnathji Yatra 2014)

The Bidder is advised to give necessary information required against all the fields.

1. Name of the owner of the Firm and Registration No.:
(Proof of ownership/ Registration Certificate)
2. Name, address and phone no/ mobile no for Correspondence:
(All the correspondence like Letter of Award etc shall be sent to this address by registered post)
3. Is your Firm holding :
approval from any Regulatory Authority
(please attach copy)
4. ISO 9001-2000 certification OR any :
other accredited certification duly supported
with documentary proof.
5. Annual turnover relating to housekeeping operations for the last three
years as per latest audited balance sheet, a copy
whereof to be enclosed.
6. Details of Security Deposit:
(Baltal Sector Rs. 2.00 lakh
Nunwan Sector Rs. 0.50 lakh)
7. Details of payment of cost of DNIT
8. Number and types of items offered :

Bed sheet
Pillow
Razai / Quilt
Cotton Mattres
Jugs, glasses
Blankets
Bucket, Mug
9. Date of expiry of Approval from :
any Regulatory Authority
10. Total staff strength :
(i) Supervisors
(ii) Helpers
(iii) Cleaners etc.
11. Past experience (last 5 years) :
with details of existing operations

- 12. List of safety/ fire extinguisher equipments etc. to be provided :
- 13. List of existing clientele :
- 14. Whether Terms & Conditions as per "General Terms and Conditions for Renting and Housekeeping of SASB Prefab Huts" are fully acceptable. :
- 15. Will total work be handled by Bidder, If not, give details of work to be out sourced :
- 16. Confirmation that Bidder is willing to abide by the terms laid down in the DNIT. :

Signature _____
Name _____
Designation _____
Date _____

(Authorized Signatory)